

CA 4 ON HBL W26

A36

1991

URBAN/MUNICIPAL

AGENDA PERSONNEL
+ ORGANIZATION
COMMITTEE



CA4 ON HBL w26

URBAN/MUNICIPAL

A36

1991

A G E N D A

PERSONNEL & ORGANIZATION COMMITTEE

1991 01 10

Confirmation of the minutes of the last regular meeting of 1990 12 13.

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

1. Status Report from Officials re Number of Areas in the System's Organization Page 1
2. Response from Officials re Proposed Staffing Report Format Page 1A

NEW BUSINESS:

- ** 1. March Meeting Date Page 1B

ELEMENTARY/SECONDARY

NEW BUSINESS:

1. Recommendations of the Director of Education Page 2,
Revised Page 3, Page 4 and
Pages 5-6
- ** 2. Requests for "Four Over Five" Plan Page 7

** In addition to agenda distributed.

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON
STAFFING REPORT - FULL TIME EQUIVALENT POSITIONS

	DECEMBER 31st ACTUAL						1990				1990 ACTUALS				1991 ACTUALS							
	1984	1985	1986	1987	1988	1989	BUDGET	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG			
Admin & Support Staff	391.37	401.97	417.37	430.24	469.64	491.54	493.54	493.54	493.54	493.54	493.54											
Co-ordinators/Consultants	76.50	77.50	78.00	80.00	77.67	77.67	75.67	75.67	75.67	75.67	75.67											
Teachers - Elementary																						
- at school location	1,288.75	1,307.00	1,354.70	1,406.50	1,492.20	1,585.90	1,505.40	1,617.60	1,617.70	1,622.10	1,622.10											
- not at school location	11.25	10.25	8.25	8.25	6.25	6.25	6.25	6.25	6.25	6.25	6.25											
Secondary - Composite	782.17	750.83	732.67	741.83	757.50	795.00	830.00	836.33	838.67	841.00	841.00											
- Vocational	170.67	168.67	159.83	160.90	160.07	146.00	117.00	117.83	117.83	116.67	116.67											
- Vanier	26.00	29.00	31.00	31.50	33.00	34.00	34.00	33.50	33.50	33.50	33.50											
Elementary TR	42.00	39.00	34.00	29.00	26.00	24.00	23.00	21.00	21.00	20.00	20.00											
Secondary TR		4.00	6.00	7.00	8.00	7.00	7.00	8.00	8.67	9.67	9.67											
Lunchroom - Elementary	54.90	68.60	78.40	92.80	102.90	115.10	109.74	110.80	111.40	112.30	112.30											
- Secondary	7.00	7.00	7.30	7.30	7.00	7.00	7.00	7.00	7.00	7.00	7.00											
- Vocational	3.30	3.30	3.10	3.10	3.10	2.60	2.60	2.14	2.14	2.14	2.14											
Bus Supervisors		6.40	12.10	13.90	14.40	16.50	16.50	17.68	17.68	17.68	17.68											
Educational Assistants	113.00	123.50	139.00	155.00	173.00	217.50	218.50	220.50	220.50	220.50	221.50											
Lunchroom Assistants	2.50	1.97	5.14	5.71	6.00	6.43	6.43	6.56	6.56	6.56	6.56											
Ctrks/Maint/Whs/Asbestos	214.00	209.00	210.00	210.00	217.00	218.00	220.00	222.00	222.00	220.00	220.00											
Cleaners/Cooks	331.00	325.00	330.00	333.00	340.00	347.00	347.00	347.00	347.00	351.00	351.00											
Staff On Loan - Teachers	22.75	30.42	29.55	34.25	34.92	33.92	34.92	39.25	39.25	40.25	40.25											
- Consultants					0.33	0.33	0.33	0.33	0.33	0.33	0.33											
- Clerical							0.50	0.50	0.50	0.50	0.50											
Full Time Equiv. Positions	3,537.16	3,563.41	3,636.41	3,750.28	3,928.98	4,131.74	4,155.38	4,183.48	4,187.19	4,196.66	4,197.66											
Number Of Employees																						
Enrolment - Elementary	24,779	24,543	24,682	24,743	25,007	25,476	26,027	25,811	25,831	25,797												
- Secondary	15,694	14,748	14,118	14,309	14,218	14,207	14,415	14,295	13,474	13,456												
- T. R.	305	286	262	243	206	193	187	178	179	181												
- TOTAL	40,778	39,577	39,062	39,295	39,431	39,876	40,629	40,284	39,484	39,434												
Lunchroom Enrolment	8,000 est	9,000 est	12,000 est	13,000 est	14,000 est	15,000 est	15,000 est	15,324	15,372	15,462	15,571											

Education Centre
100 Main Street West
Hamilton, Ontario
1991 01 10

To The Chairman and Members
Personnel & Organization Committee
Hamilton Board of Education

Ladies and Gentlemen:

ELEMENTARY/SECONDARY

I have the honour to present the following recommendations for your approval:

1. PROBATIONARY STAFF APPOINTMENTS

(a) (i) That the following teachers be appointed to the Probationary Staff, effective as shown, with salary according to the salary schedule:

Isabel Almeida (S), 1991 09 01
Glenn Cooke (S), 1991 09 01
Thomas Mlekuz (S), 1991 02 01 (Full Time Semester 2)
Lynette Gossen (E), 1991 01 18

(ii) That the following teacher be appointed to the Temporary Staff, effective as shown, with salary according to the salary schedule:

Thomas Harber (S), 1991 02 01 (Full Time Semester 2)

2. PERMANENT STAFF APPOINTMENTS

(a) That the following teachers be appointed to the Permanent Staff, effective 1991 02 01, with salary according to the salary schedule:

Zaitoon Adatia (S)	George Knill (S)
Bruce Baker (S)	Cathy Morningstar (E)
Richard Brooks (S)	Catherine Munro (S)
Arthur Cseresnyes (S)	Margaret McInerney (S)
Michelle Fairfield (S)	Nancy McMullen (E)
John Fredette (S)	Tessa Nieuwenhuis (S)
Paula Friend (E)	Donna Prystie (S)
Eleanor Gallagher (S)	Janice Thompson (E)
Susan Garlough (E)	Leslie Wallace (E)
Klaus Hoeg (S)	Sidney Willford (S)

3. PROMOTIONS

(a) That the following teacher be promoted to the position stated, effective 1991 02 01, with salary according to the salary schedule:

Paul Wilson (S), Acting Assistant Head of Department - Technical

4. INTERNAL APPOINTMENTS TO OTHER POSITIONS

(a) That the following teacher be transferred from the Elementary Panel to the Secondary Panel, effective 1991 02 01:

Alexander Prince

5. TIMETABLE CHANGES

(a) That the following timetable changes be approved, effective 1991 02 01, with salary according to the salary schedule:

Sheila Babb (S), 5/6 to 4/6 (2/3 Sem. 1 and Sem. 2)
 Peter Brent (S), 3/6 to 6/6 (Full Time Sem. 1 and Sem. 2)
 Eileen Murgatroyd (S), 1/6 to 4/6 (1/3 Sem. 1, Full Time Sem. 2)
 Joanne Nicholls (S), 3/6 to 6/6 (Full Time Sem. 1 and Sem. 2)

6. RETIREMENTS

(a) That the resignation of the following staff, for the purpose of retirement from the position stated, effective as shown, be accepted with regret and that the Board's gratuity be paid:

Helen Yanover (Educational Assistant Staff), 1991 06 30

7. LEAVING EMPLOYMENT

(a) That the dates for the following staff to leave the employ of the Board be approved:

John Craig MacPherson	Teaching Staff (E)	1991 01 17
Doris McCallion	Administrative Staff	1991 01 24

8. LEAVES**Leave of Absence**

(a) That the requests of the following teachers for Leaves of Absence be granted, effective as shown:

Marjorie Howden (E), 1991 02 11 to 1991 06 07
 Felicia McIntosh (E), 1991 02 11 to 1991 08 31
 Suzanne Solnik (E), 1991 01 29 to 1991 08 31
 Brigitte Brockelbank (E), 1990 12 17 to 1991 08 31

Return from Leave of Absence

(a) That the following teachers be returned from Leaves of Absence and assigned teaching duties, effective as shown:

Donald Pente (S), 1991 02 01
 Adele Schiedel (S), 1991 02 01 (2/3 Sem. 2)

9. OCCASIONAL STAFF

(a) That the following teachers be appointed to the Occasional Staff, effective as shown, with salary according to the salary schedule:

Jeremy Abrahams (E), 1990 12 04 to 1991 01 11
 Barbara Eggert (E), 1991 02 11 to 1991 06 07 (.5)
 Silloo Nazir (E), 1991 01 21 to further notice
 Mary-Ann Ramoutar (S), 1990 11 15 to 1990 12 06
 Pamela Stanton (E), 1991 01 07 to 1991 05 03

ADDED RECOMMENDATIONS

ELEMENTARY/SECONDARY

1. PROBATIONARY STAFF APPOINTMENTS

- (a) (i) Jeremy Abrahams (S), 1991 02 01 (Full Time Semester 2)
John Niessen (S), 1991 02 01 (Full Time Semester 2)
Gary Nolan (S), 1991 02 01 (Full Time Semester 2)
Susan Shaker (S), 1991 02 01 (2/3 Time Semester 2)
- (ii) Peter Cipriani (S), 1991 02 01 (Full Time Semester 2)

3. PROMOTIONS

- (a) Judith Hopkins (S), (Assistant Head of Department - Academic)

4. INTERNAL APPOINTMENTS TO OTHER POSITIONS

(a) (i) That Gordon Phillips (S) be transferred from the position of Acting Assistant Head of Department - Academic to Acting Assistant Head of Department - Science, effective 1991 02 01.

(ii) That David Hutton (S) be appointed to the position of Special Assignment Teacher - T.R. Program, effective 1991 02 01 to 1991 06 30.

5. TIMETABLE CHANGES

- (a) William Challis (S), 2/6 to 5/6 (2/3 Sem. 1, 3/3 Sem. 2)
Gabrielle DiFrancesco (E), .8 to 1.0
Linda Paradis (E), 1.0 to .8
Katherine Scarth (S), 3/6 to 4/6 (3/3 Sem. 1, 1/3 Sem. 2)
Barbara Swan (S), 3/6 to 5/6 (3/3 Sem. 1, 2/3 Sem. 2)

8. LEAVES

Secondments

(a) That the request of the Ministry of Education for the extension of the secondment of Elizabeth Eickmeier (S) to the Trillium School, effective 1991 09 01 to 1992 08 31, be granted.

Leave Extensions

(a) That the request of the following teacher(s) for an extension of their Leave of Absence, effective as shown, be granted:

Lynn Howarth-McCue (E), 1991 01 28 to 1991 02 01
Angela Mouriopoulos (E), 1991 01 07 to 1991 03 01

Return from Leave of Absence

- (a) Wanda Bielak-Montemurro (S), 1991 02 01
Lynn DeJong (E), 1991 01 14
Linda Evans (S), 1991 02 01
Lynn Howarth-McCue (E), 1991 02 04
Mary Legacy (S), 1991 02 01
Lindsey McCarthy-Zablocki (E), 1991 01 28
Donna Prystie (S), 1991 02 01 (2/3 timetable)
Susann Speakman-Carlash (S), 1991 02 01
Carol Zapotchny (E), 1991 01 28

9. OCCASIONAL STAFF

- (a) Gordon Cillis (S), 1991 02 01 to 1991 06 27
Patricia Kaine (E), 1991 01 07 to 1991 06 27 (.5)
Mary-Margaret Morris (E), 1991 01 07 to further notice
Janet Patterson (E), 1991 01 07 to further notice

10. O T H E R

- (a) (i) That the request of Robert Henry to relinquish his position of responsibility as Assistant Head of Department (Science), effective 1991 02 01, be approved.

REQUESTS FOR "FOUR OVER FIVE" PLAN

(a) That approval be granted for the request of the following teacher for a Leave of Absence under the Salary Holdback Plan ("Four Over Five") of the Collective Agreement, effective as shown:

Susan Muma (S), (Sem. 2), 1993 02 01 to 1993 06 30

(b) That the Board rescind the Leave of Absence granted at a previous meeting to the following teacher and approve the request to withdraw from the Salary Holdback Plan ("Four Over Five"), effective as shown:

Romano Dreossi (S), 1991 01 07

(c) That approval be granted for the requests of the following teachers to defer their Leaves of Absence under the Salary Holdback Plan ("Four Over Five"), effective as shown:

Dave Didur (S), (Sem. 2), 1992 02 01 to 1992 08 31
Diane Jones (E), 1992-93 school year

CONFIDENTIAL

MEMORANDUM FOR THE RECORD

(a) That approval be granted for the proposed project for a study of the effects of the proposed project on the environment.

2. That the Board of Directors be authorized to take such action as may be deemed appropriate.

(b) That the Board of Directors be authorized to take such action as may be deemed appropriate in the future.

3. That the Board of Directors be authorized to take such action as may be deemed appropriate.

(c) That approval be granted for the proposed project for a study of the effects of the proposed project on the environment.

4. That the Board of Directors be authorized to take such action as may be deemed appropriate.

(d) That approval be granted for the proposed project for a study of the effects of the proposed project on the environment.

URBAN/MUNICIPAL

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URBAN MUNICIPAL

JAN 17 1991

A G E N D A

GOVERNMENT DOCUMENTS

PERSONNEL & ORGANIZATION COMMITTEE

1991 01 10

Confirmation of the minutes of the last regular meeting of 1990 12 13.

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

1. Status Report from Officials re Number of Areas in the System's Organization Page 1
2. Response from Officials re Proposed Staffing Report Format

ELEMENTARY/SECONDARY

NEW BUSINESS:

1. Recommendations of the Director of Education Pages 2-4

100 Main Street West
Hamilton, Ontario
1991 01 10

To the Chairman and Members
Personnel and Organization Committee
Hamilton Board of Education

Ladies and Gentlemen:

**Re: Status Report on Number of Areas in the
System's Organization**

BACKGROUND

At the 1990 11 08 meeting of the Personnel and Organization Committee, a request for a report was made by Trustee Hill "That the Officials conduct a study to determine the number of areas required to effectively and efficiently co-ordinate the system and report back to this Board by January, 1991."

Since November, Officials have been engaged in discussions on this topic, comparing our needs with other educational jurisdictions in an attempt to determine possible outcomes of increasing the number of areas to six, or decreasing the number to four, plus Georges P. Vanier as an autonomous unit.

In light of the current budget directions, Officials are not in a position, at this time, to make a recommendation to the Board about Area re-organization. If we are to achieve the budget target of a 6% increase on property taxes, it will mean very significant reductions in personnel and services across the system. Since the present Area team organization with respect to resources and services to the system will have to be a consideration for cutbacks, we feel it would be more appropriate to bring a report on this subject to the February meeting of the Personnel and Organization Committee in association with the personnel priority package.

Prepared by: Senior Management

Submitted by: K. A. Rielly, Director of Education and Secretary

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 Eileen Murgatroyd (S), 1/6 to 4/6 (1/3 Sem. 1, Full Time Sem. 2)
 Joanne Nicholls (S), 3/6 to 6/6 (Full Time Sem. 1 and Sem. 2)

6. RETIREMENTS

(a) That the notice from the following staff to leave employment for the purpose of retirement, effective as shown, be accepted with regret and that the Board's gratuity be paid:

Helen Yanover (Educational Assistant Staff), 1991 06 30

7. LEAVING EMPLOYMENT

(a) That the notice from the following teacher to leave employment be accepted with regret:

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(b) That the notice from the following staff to leave employment be accepted with regret:

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8. LEAVES**Leave of Absence**

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 Mary-Ann Ramoutar (S), 1990 11 15 to 1990 12 06
 Pamela Stanton (E), 1991 01 07 to 1991 05 03

Kathryn Tuite (E), 1991 01 07 to 1991 06 26 (.5)

10. O T H E R

13. (a) We regret to announce the death of Frank Otonicher, teacher, on 1990 12

Respectfully submitted,

K. A. Rielly,
Director of Education
and Secretary

rt

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